



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS UNITED STATES AIR FORCE
WASHINGTON DC

03 MAY 2004

MEMORANDUM FOR ALMAJCOM/CEC/CEO/CEP/CER/CEH/CEI
HQ USAFA/CEV

FROM: HQ USAF/ILE
1260 Air Force Pentagon
Washington DC 20330-1260

SUBJECT: Including Real Property Accountable Officers (RPAOs) in Planning and
Implementing Base Privatization Projects

The Department of Defense has directed the Services to keep records on our base housing and utility assets, whether we own them or not. This is a departure from our previous procedure, when we automatically deleted our property records upon sale or transfer. In response, we have directed SSG to develop a non-reportable record and a new interest code to meet this requirement. An Interest Code (9) for Privately Owned and Operated Property will be available in the March 04 release of Automated Civil Engineering System (ACES), real property (RP). "Z" records already exist for non-reportable property, and SSG is further modifying the code to permit additional information to be captured.

The ACES-RP changes, once implemented, will prompt the user to identify the facilities to be privatized, assign a new number to the facility, and ACES will programmatically adjust the general ledger accounts and freeze the privatized facility records from future updates. Capability to privatize a portion of a facility, if necessary, is still in the planning process and may be available in the Aug 04 release.

The entire Civil Engineer Base team needs to be involved in these activities, from Planning through Contracting. The Real Property Office will make different adjustments to the RP records, depending on the privatization concept/scenario:

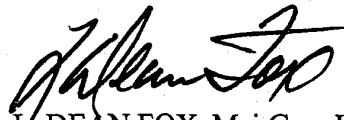
a. The Government may retain ownership of the land, deeding only the facilities, so the land will remain in the active inventory. Any facilities or structures sold or transferred would be moved from the active inventory to "Z" records.

b. If both land and structures are transferred or sold, the core data will be recoded and only exist in the "Z" records.

c. Utility systems are usually sold on a Bill of Sale and have no other real property attributes. However, the sale may require the RPAO to coordinate providing a license or easement for the new owner to access and service the on-base equipment. In any case, the RPAO must ensure that the records accurately reflect what was sold, what is still owned, and that the audit trail and capability to report the capacity of the systems is available when required.

Due to the evolving nature of ACES-RP, formal instructions have not captured many of our new and changed procedures. The RPAO understands these procedures, has the contacts with the MAJCOM and HQ AF/ILEPB, to acquire more information and can assist you in this and other complex CE processes. Their knowledge and skill does not end with reporting changes to the inventory; so use their unique perspective and experience from project concept to completion to ensure we get the most effective project results.

If you have any questions about this or other related matters, contact Ms. Lyne Hunter at DSN 664-5275, commercial (703) 604-5275, or at Lyne.Hunter@pentagon.af.mil.



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cc:
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